

## Jenny Biche

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**From:** Jenny Biche <jkbiche@rrregion.org>  
**Sent:** Friday, May 17, 2019 10:44 AM  
**To:** 'Houck, Lisa'; 'Brown, Laura'; 'Nadia Jamal'; gmcaster@rrcsb.org; 'Jessica Mason'; 'Cheryl Carter'; 'Michelle Sullivan'  
**Subject:** PIT Count Subcommittee Meeting Summary & Next Meeting Date

Hi All,

Thanks again for all your help with this! Below is a summary of Wednesday's meeting. Please let me know if any edits/additions are needed.

**The next meeting will be held on June 19 at 10am here at the RRRC Board Room.**

### Summary:

- Jenny shared that the \$1,000 donated by Culpeper DSS for the Summer PIT Count is restricted to Culpeper County only. Tim Chilton from Culpeper Town Police said at the FHN Fundraising Subcommittee meeting that he would be willing to put out a request through the Town of Police networks to the community requesting donations (non-cash) for homeless needs and that they usually get a big response. Jenny recommended Fauquier County come up with a list of items they would like to have for the PIT count and she would ask Tim to put out a request. She recommended Culpeper make a list of items they already have to give out, how they want to use the \$1,000 from Culpeper DSS, and then make a list of items not covered and Jenny can ask Tim to include that in the request. Laura suggested that perhaps some of the \$1,000 could be used to purchase gift cards to grocery stores such as Walmart that can be given out.
- Jenny said that for the January 2010 PIT Count, data was collected from Safe, Culpeper Heat Shelter, CHASS, CTI, FFSS and MESA. Jenny will contact SAFE and MESA to see if they would be willing to participate in the Summer PIT Count and collect data on their "sheltered" homeless population. Laura Brown will follow up with Candace from FFSS and CTI to make sure they will be counting both the Emergency Shelter and the Transitional Housing residents for the Summer PIT Count. Laura will also talk to Mittie Wallace to see who was included in the January PIT Count for Fauquier DV so that they can be included in the Summer PIT Count.
- The subcommittee reviewed the draft survey and tweaked the questions and format so that it would be user friendly and applicable for both sheltered, unsheltered, hotels/motels and doubled up situations. Jessi will make the revisions and send out the edited draft for review.
- The subcommittee worked on developing a Training Program for the PIT Count. It was recommended that one Train the Trainer session be offered; then those trainers can go back and meet with the rest of the volunteers and teams from each county and train them.
- Jenny recommends developing an itinerary for Culpeper Media for the Summer PIT Count so that they can make the best use of their time.
- The subcommittee worked on developing content for a flier intended to engage the homeless/hotel/motel/doubled up that can be distributed to laundromats, fast food restaurants, libraries, schools, etc. Jessi and Jenny will work on creating the flier.

### Follow Up Items:

- Send a list of items (non-cash) that your County Team would like to have for the Summer PIT Count that Jenny can have Culpeper Town Police request—ALL

- Make an inventory of what you have already for the Summer PIT Count—Culpeper County Team, Fauquier County Team
- Decide how you want to spend the \$1,000 donation—Culpeper County Team
- Contact SAFE & MESA and request they participate in the Summer PIT Count by surveying their sheltered residents-Jenny
- Contact FFSS and CTI and request they survey both ES and TH residents for the Summer PIT Count—Laura
- Follow up with Mittie Wallace to ensure Fauquier DV is included in the Summer PIT Count—Laura
- Edit draft survey and send to subcommittee for review—Jessi
- Send a survey monkey to determine date/time/place for Train the Trainer Session—Jenny
- Develop an itinerary for Culpeper Media—ALL
- Create a marketing flier for Summer PIT Count—Jenny & Jessi

Thanks,

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